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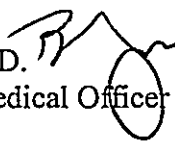
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May 15, 2006

TO: Each Supervisor

FROM: Bruce A. Chernof, M.D. 
Director and Chief Medical Officer

SUBJECT: **REQUEST TO AMEND INFORMATION TECHNOLOGY
SUPPORT SERVICES MASTER AGREEMENT (ITSSMA)
WORK ORDER N05-0141 FOR A SENIOR DATABASE
ADMINISTRATOR FOR SUPPORT AND MANAGEMENT
OF THE ORACLE DATABASE ENVIRONMENT WITHIN
THE DEPARTMENT OF HEALTH SERVICES**

This is to advise you of my intent to request the Internal Services Department (ISD) to amend the ITSSMA Work Order N05-0141 with Plan Graphics Inc., to extend the term and increase the total maximum amount. It is requested that this Work Order be extended to March 30, 2007 and increase the total maximum amount by \$379,205. This added funding will bring the total cost of this project to \$679,204. In accordance with ITSSMA guidelines, prior Board notice is required for projects that will exceed \$300,000.

BACKGROUND

DHS is in the process of developing a data integration project that will consolidate clinical data from six County hospitals, associated comprehensive health centers and other data sources through the development of an Enterprise Data Repository (EDR).

In advance of the effort of the implementation of the EDR, prerequisite tasks must be confirmed and completed. However, DHS has experienced a loss of several senior Oracle development and database administrator staff resulting in insufficient resources within the IT department. To stabilize DHS' existing Oracle database systems and accelerate the EDR project, DHS requests assistance with the activities listed in the scope of work.

This Work Order was competitively bid and awarded in September, 2005 for a maximum total amount of \$299,999.

SCOPE

Domain and Technical Support/Replacement Team: The target of this function is to complete the necessary prerequisite tasks for DHS to stabilize current Oracle database systems and processes to advance the EDR project.

The scope of work will remain unchanged and consists of the following:

1. System Architecture Review, Design and Implementation
2. Oracle 9i Database upgrade to 10g Database
3. Implementation of 10g Application Server
4. Define and implement Database and Application Security requirements
5. Load additional Data Warehouse data
6. Documentation on architecture, procedures and configuration
7. Train and mentor existing and new DHS staff members
8. Define and implement System Availability and Scalability Strategy
9. Define and implement Performance Testing Strategy for items implemented.

Work Products:

Performing the above tasks will result in the following work products:

1. Architecture, Installation, Configuration Guides
2. Application and System Management Guides
3. Data Warehouse Data Loading Guides
4. Final Architecture and Deployment Strategy
5. List of terminologies that will need to be addressed
6. A confirmed list of DHS resources that will be participating on the project.
7. Confirmed technical architecture including purchase and implementation plan.

JUSTIFICATION

There are no current DHS employees with sufficient expertise to do these tasks. The purpose of this work order is to provide qualified staff to perform Oracle technical support for database administration, application maintenance and development, and general troubleshooting for Oracle-based applications and databases. It is also intended to facilitate the transition of support to DHS staff through training, mentoring, knowledge, and skills transfer. This is a temporary resource that will not need to be sustained once the EDR has been developed and successfully deployed.

Services will be provided to the DHS HSA Information Resources Management (IRM) Health Informatics (HI) Division. The HI Division architects, deploys, maintains, and supports technology solutions for clinical users throughout the DHS.

FISCAL IMPACT

The hourly rates for this contractor will remain the same during the extended term. The increased cost of this Work Order will be \$379,205. The existing Work Order of \$299,999 brings the total maximum amount of this project to \$679,204. The funds for this project are currently in the Fiscal Year 2005-2006 DHS Information Resource Management operating budget and have been requested in the Fiscal Year 2006-2007 budget.

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NOTIFICATION TIMELINE

Consistent with ITSSMA policies and procedures, we are informing your Board of our intention to amend the term of this Work Order and increase the maximum dollar amount. On (DATE YET TO BE DETERMINED), we will instruct ISD to proceed with the amendment of this Work Order.

If you have any questions or require additional information, please let me know.

BAC:gc

c: Chief Administrative Officer
County Counsel
Executive Officer, Board of Supervisors
Chief Information Officer
Director, Internal Services Department

NOTED AND APPROVED:

Jon W. Fullinwider
Chief Information Officer

Date